



FINANCE COMMITTEE MEETING MINUTES

April 10, 2013

Meeting of the: **FINANCE COMMITTEE OF THE CITY OF NEW HOLSTEIN**
Date/Time: **Wednesday, April 10, 2013 at 7:00 p.m.**
Location: **City Hall, 2110 Washington St, New Holstein WI 53061**
Members Present: Gene Woelfel, Wally Dudzinske, Ron Karrels, Rosalie Fromm
Others Present: Bob Bosma, Belva Olsen, Jerry Hallstrom, Denis Mayer, Brian Reedy, Lori Beck, Sean Steffes

The meeting was called to order by Chairperson Woelfel.

It was duly noted that the meeting was properly announced.

Roll call was taken by City Clerk Langenfeld.

A motion was made by Fromm, seconded by Dudzinske, and carried to approve the agenda as presented.

A motion was made by Karrels, seconded by Dudzinske, and carried to approve the minutes from the previous meeting.

Neither public participation nor communications occurred.

A motion was made by Karrels, seconded by Fromm, and carried to approve the Meeting Attendance Requests as presented: Cassandra Langenfeld, WMCA Joint District Meeting/Board of Review, May 3, 2013, Grand Chute; Kurtis Stephany, Anti-vehicle Crime Association Spring Seminar, May 7, 2013, Sheboygan.

The Committee discussed the proposed Assisted Living Facility located at the corner of Kennedy Drive and Wisconsin Avenue with Sean Steffes. Sean Steffes was available to review the agreements for the assisted living facility and 24 cottage style senior housing homes on the southern portion of TIF #1 at the corner of Kennedy Drive and Wisconsin Avenue (Hwy H). The total construction cost for the assisted living facility will be \$1,000,000; the total construction cost of the cottages has remained at \$1,800,000. The construction will be completed in two phases: the assisted living facility by December 31, 2013; cottages by December 31, 2015. Steffes provided additional updates and shared the plans for the development. No action was taken.

A motion was made by Fromm, seconded by Dudzinske, and carried to recommend to the Common Council to approve the request to hire an Administrative Assistant to work in the Police Department and City Clerk's Office with minimum annual hours not to exceed 1200 hours.

Deputy Clerk Beck presented quotes to replace the carpet in the upper level of City Hall. A motion was made by Karrels, seconded by Dudzinske, and carried to recommend to the Common Council to accept the quote provided by D&M in the amount of \$3,867.42 with the Public Works Department moving the furniture, removing and disposing of the old carpeting.

Clerk Langenfeld presented the Financial Statements for March 2013. Langenfeld requested input from the Committee to see which version of the financial reports they prefer to see, and the consensus was to provide a consolidated summary with an overview as was presented in the past.

Being no further business the meeting adjourned.

Cassandra Langenfeld, City Clerk